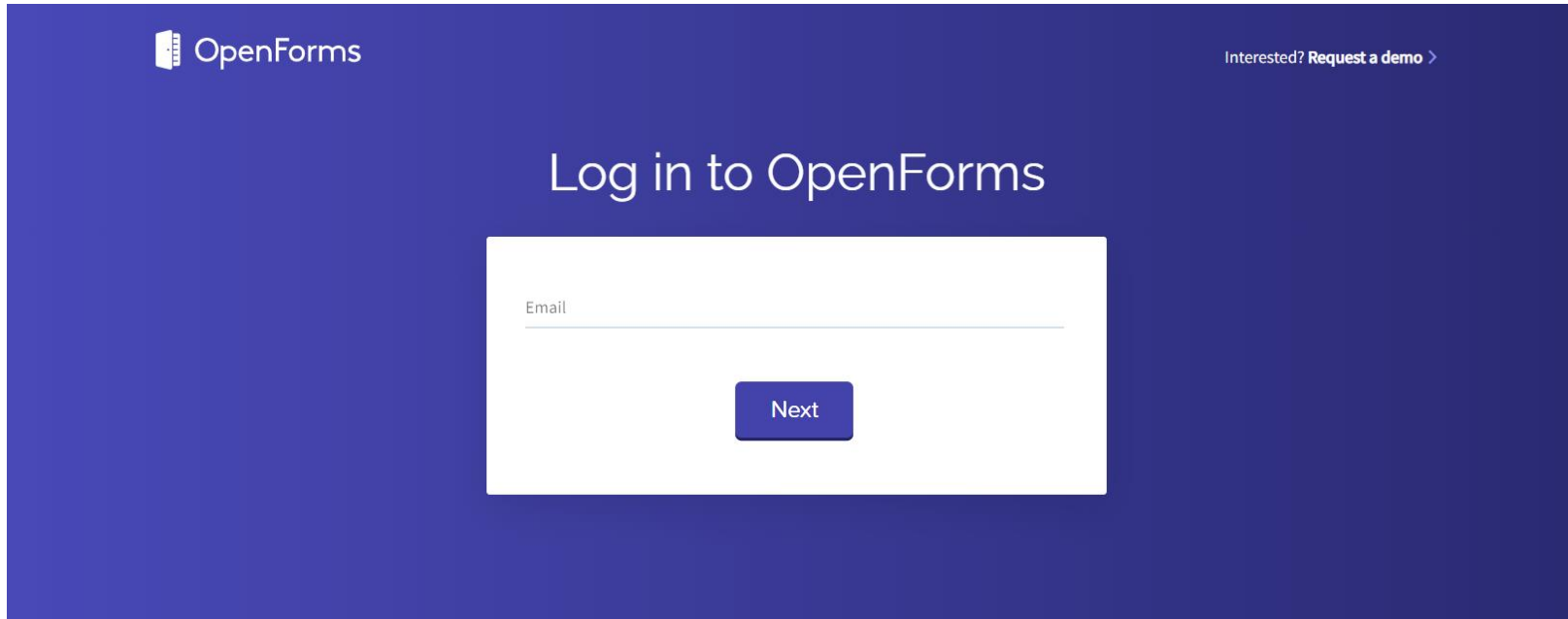


# Authorize.net documentation for OpenForms payments. (concepts may work for JotForm also)



The image shows a login page for OpenForms. The background is a solid dark blue. In the top left corner, there is a logo consisting of a small icon of a document with a checkmark and the text "OpenForms". In the top right corner, there is a link that says "Interested? Request a demo >". In the center of the page, the text "Log in to OpenForms" is displayed in a large, white, sans-serif font. Below this text is a white rectangular box containing a login form. Inside the box, there is a text input field with the placeholder text "Email". Below the input field is a blue button with the word "Next" in white text.



[Log in](#) [Help](#) [Terms & conditions](#) [Request a demo](#)

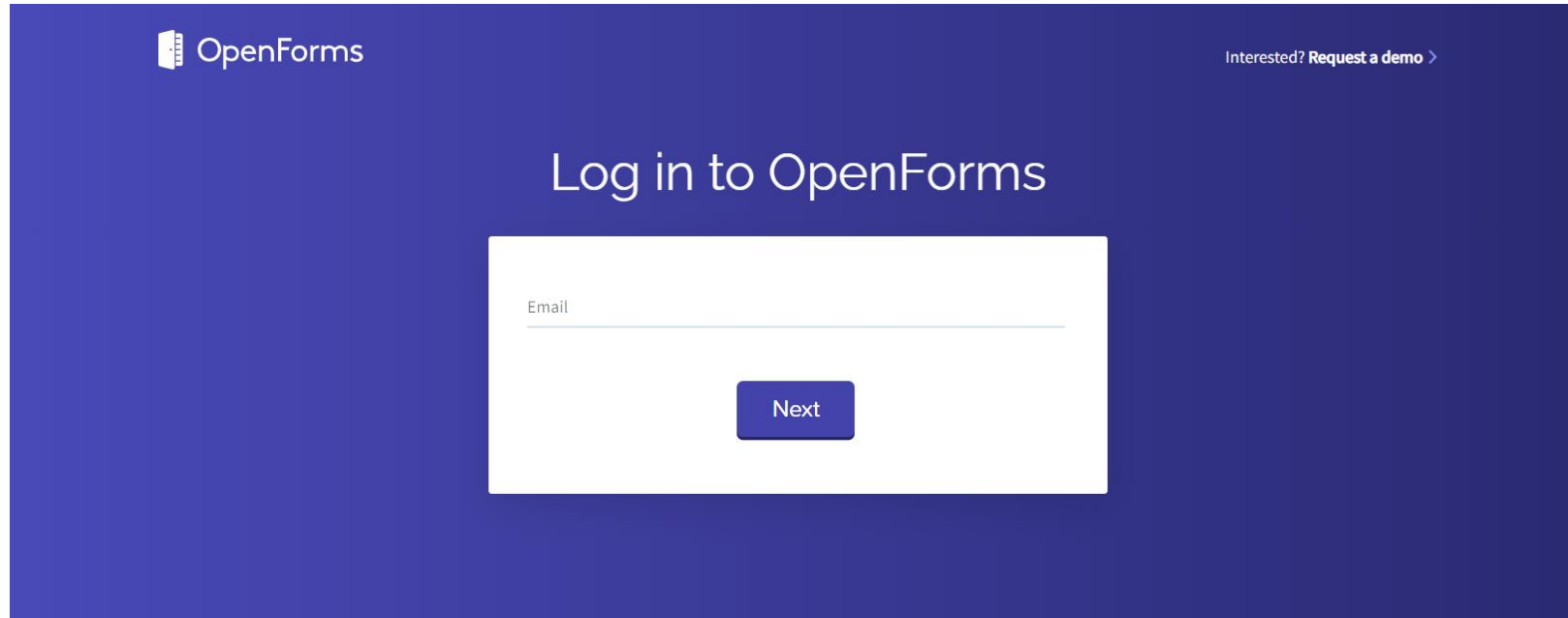
Australia & New Zealand

Level 8, 50 Market Street,  
Melbourne VIC 3000

North America

1885 Mission Street,  
San Francisco CA 94104

# Log into OpenForms

The image shows a login page for OpenForms. It has a dark blue background. In the top left corner is the OpenForms logo, which consists of a small icon of a building with a flag and the text "OpenForms". In the top right corner, there is a link that says "Interested? Request a demo >". In the center of the page, the text "Log in to OpenForms" is displayed in white. Below this text is a white rectangular box containing a login form. Inside the box, there is a label "Email" above a text input field. Below the input field is a blue button with the word "Next" in white text.

OpenForms

Interested? [Request a demo >](#)

## Log in to OpenForms

Email

Next



[Log in](#) [Help](#) [Terms & conditions](#) [Request a demo](#)

Australia & New Zealand

Level 8, 50 Market Street,  
Melbourne VIC 3000

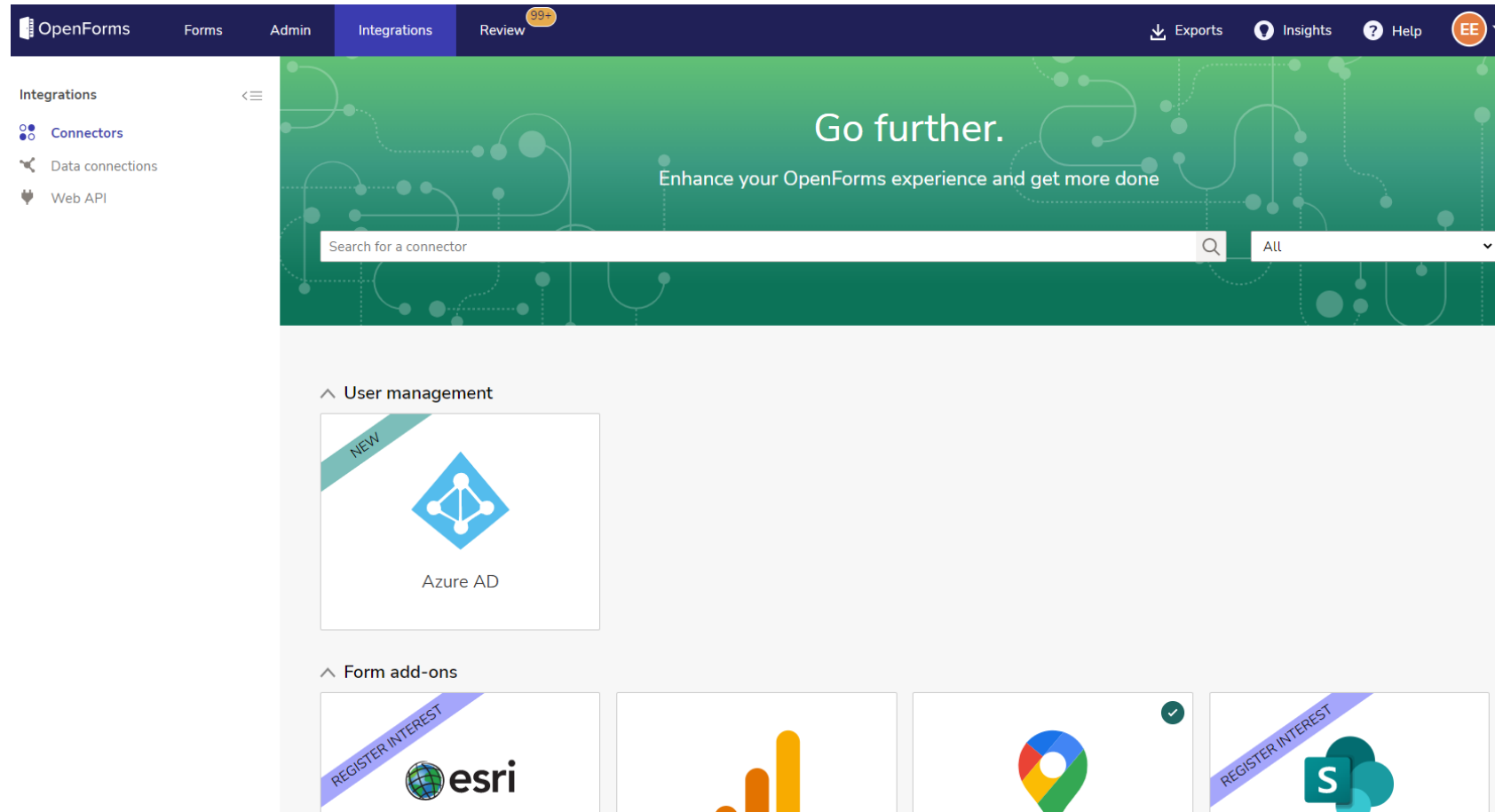
North America

1885 Mission Street,  
San Francisco CA 94104

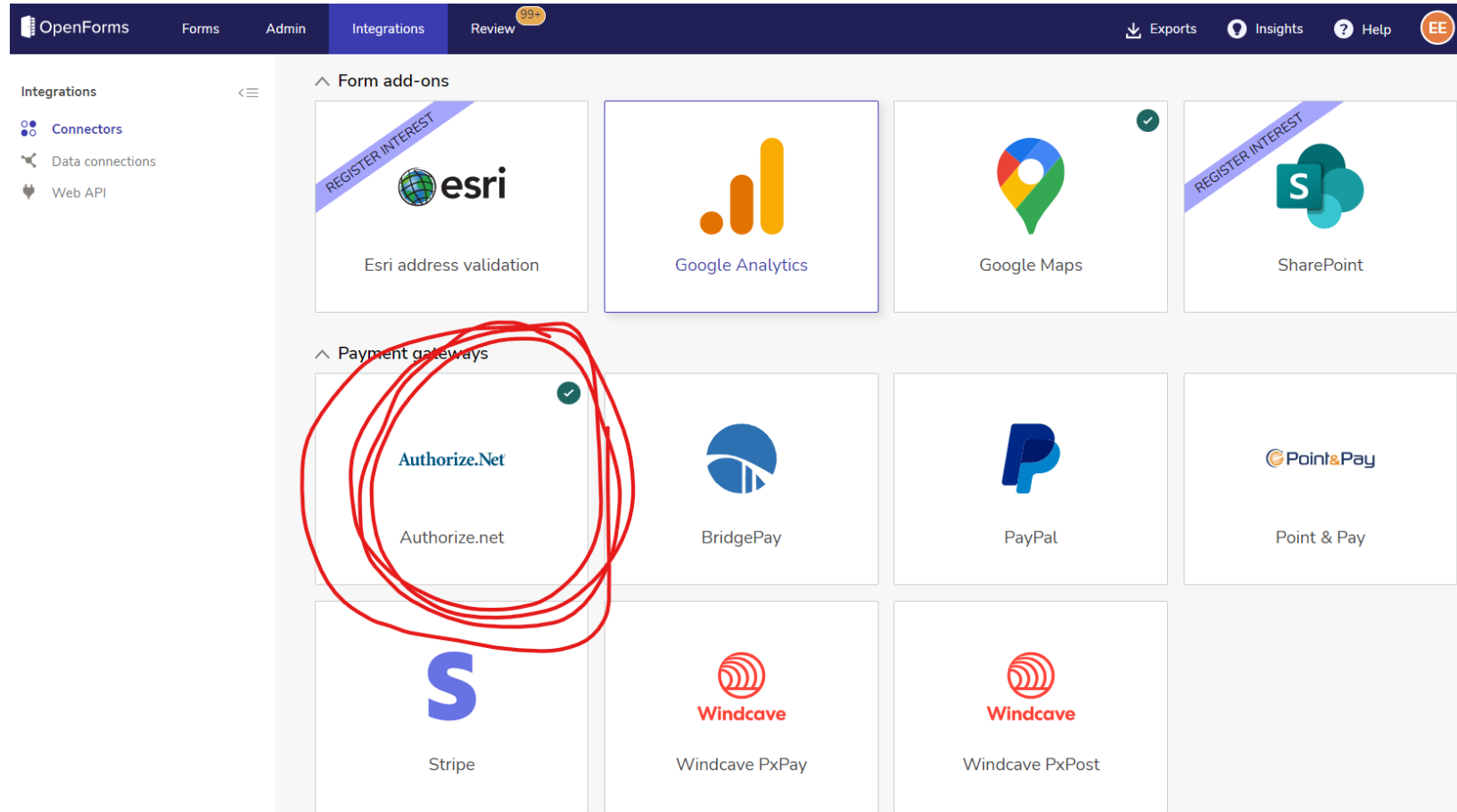
Create initial version of the Form to be used, add fields including 'payment' field...configure after adding gateway...see next step

The screenshot displays the OpenForms web application interface. The top navigation bar includes 'OpenForms', 'Forms', 'Admin', 'Integrations', and 'Review' (with a '99+' badge). On the right, there are links for 'Exports', 'Insights', 'Help', and a user profile icon 'EE'. The left sidebar contains a menu with 'BASIC' and 'ADVANCED' sections. Under 'ADVANCED', the 'Payment' option is highlighted with a red circle. A tooltip for 'Payment' is visible, stating 'Take payments from users (one per form) (Integrations > Connectors > Payment gateways)'. The main content area shows a form builder with tabs for 'Build', 'Settings', 'Workflow' (with a warning icon), 'Responses', 'Analytics', and 'History'. The 'Build' tab is active, showing a section titled 'Name this section' with a 'CONTENT' field. Below this, there are sections for 'Address' and 'First Name', each with a text input field containing 'Add default text'.

# Choose 'integrations' in the top menu (admin privileges required)



# Scroll down and choose Authorize.net (admin privileges required)



A Connection is already set with OpenForms for the Payment Portal form (which can be used if the field mapping is sufficient)...if you need to map fields differently on the form to track a specific payment (to help finance determine what the payment is), you will want to create a new Gateway...click the add button to add a new Authorize.net gateway. (admin privileges required)

The screenshot shows the OpenForms web interface. The top navigation bar includes 'OpenForms', 'Forms', 'Admin', 'Integrations' (active), and 'Review' with a '99+' badge. On the right of the bar are links for 'Exports', 'Insights', 'Help', and a user profile 'EE'. The left sidebar shows 'Integrations' with sub-items: 'Connectors' (active), 'Data connections', and 'Web API'. The main content area is titled 'Authorize.net' with the tagline 'Take payments through your forms'. It features a 'Back to Connectors' link and an 'Add' button. Under 'Active connections', there is one entry: 'City of Littleton - payment portal' with an 'In use' status and a chevron icon. A 'Before you begin' section contains an information icon and text: 'Add as many Authorize.net gateways as you need. Use separate gateways for test and live gateways, or to take payment in different currencies.' Below this, it lists requirements for connecting: 'An existing Authorize.net account' and 'An API key and Transaction Key (Authorize.net will provide these)'. The 'Installation steps' section lists five steps: 1. Name your payment gateway, 2. Enter your Authorize.net details, 3. Select gateway options like payment currency and gateway type (test or live), 4. Configure any additional transaction data you'd like to send to Authorize.net (optional), and 5. Use the 'payment' form field to test your connection and proceed to taking payment. On the right, a 'Features' box lists: 'Take card payments through your forms' and 'Supports AUD, NZD, and USD'. Below features, it states 'Level of effort: Low' and 'No specialist skills or knowledge are required to complete or use this connection.' A 'Need help?' section provides links to 'Set up a payment gateway', 'Take payments through your form', and 'Authorize.net support'.

OpenForms Forms Admin Integrations Review 99+ Exports Insights Help EE

Integrations <≡

- Connectors
- Data connections
- Web API

← Back to Connectors

## Authorize.net

Take payments through your forms

Add

✓ Active connections

City of Littleton - payment portal In use >

**Before you begin**

**i** Add as many Authorize.net gateways as you need. Use separate gateways for test and live gateways, or to take payment in different currencies.

To connect OpenForms to [Authorize.net](#) you will need the following items:

- An existing Authorize.net account
- An **API key** and **Transaction Key** (Authorize.net will provide these)

**Installation steps**

**In OpenForms:**

1. Name your payment gateway
2. Enter your Authorize.net details
3. Select gateway options like payment currency and gateway type (test or live)
4. Configure any additional transaction data you'd like to send to Authorize.net (optional)
5. Use the "payment" form field to test your connection and proceed to taking payment

**Features**

- ✓ Take card payments through your forms
- ✓ Supports AUD, NZD, and USD

**Level of effort: Low**

No specialist skills or knowledge are required to complete or use this connection.

**Need help?**

- [Set up a payment gateway](#)
- [Take payments through your form](#)
- [Authorize.net support](#)

New Gateway setup if desired: Review current gateway to access the API login ID and transaction key...use these in the new Gateway setup. Note, data from the form can be mapped to Authorize.net on this page. (admin privileges required)

OpenForms Forms Admin Integrations Review 95% Exports Insights Help EE

Integrations <≡

- Connectors
- Data connections
- Web API

← Back to Payment gateway details

Authorize.Net New Authorize.net gateway

Gateway name

API Login ID

Transaction Key

Currency code

Mode

Extra details sent to gateway

Each time a form is submitted, we'll send the receipt number as the payment reference. If you want to send extra details, fill in the relevant fields. Send field responses via the payment field settings on your form. Some gateways may enforce character limits.

Address  ☐ Use form receipt number

Address City  ☐ Use form receipt number

Address Zip  ☐ Use form receipt number

Address State  ☐ Use form receipt number

Address Country  ☐ Use form receipt number

Payment Reference  ☐ Use form receipt number

Invoice Description  ☐ Use form receipt number

Proceed back to form and configure ‘payment’ element for chosen Gateway, under “By credit card” select the desired Gateway.

**ADVANCED**

- File upload
- +2 Calculation
- Signature
- Location
- Payment
- Radio matrix
- Check matrix
- Field set

**LAYOUT**

Take a tour

**PAYMENT FIELD SETTINGS** ID: new0

Basic Display logic Advanced

**Description**  
This will appear to users under the field label (max 500 characters)

**Tax and business registration information** ?

**Ways to pay**  
You can choose one or more.

By credit card

By another method

**Gateway settings**  
Each time a form is submitted, we'll send the receipt number as the payment reference. If you want to send extra details, fill in the relevant fields. You can choose the receipt number, a field response, or text of your own choosing. Some gateways may enforce character limits. [Change default settings](#)

Save Save and preview Publish



# Notes

- OpenForms logins are different from OpenCities logins
- Once the payment field has been added in OpenForms testing the form requires the use of a credit card. Initial testing of the form should be made without the payment form in place.
- With any form 'Settings' should be reviewed in OpenForms to be sure notification emails are created as desired.
- View the 'City of Littleton – payment portal' form for an example of a good, active payment form (including review of settings).
- To provide Finance with codes and other information to assist in reconciling payments, it is possible to create a hidden field that includes default information such as a payment code, account number, etc.